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25X1A

used to brief the IG Team on 12 January 1973 at 10:00 a.m.) File in Long-Range Planning Folder.

LONG-RANGE PLANNING GROUP

I. History

- A. Alternatives for long-range planning
 - 1. Individual effort
 - 2. Career Board or committee
 - 3. Tap the "informal organization"
- B. Decision to combine 1 and 3 above
- C. First meeting of the Long-Range Planning Group was held on 7 October 1968.

II. Composition

- A. Chaired by the DD/Security
- B. GS-13 er -14 level representatives from Directorates and Staffs (less A&TS)
 - 1. First-hand familiarity with problems
 - 2. They are part of the informal organization
 - 3. They have some "axes to grind" as do other mid-careerists.
 - 4. They have a personal interest in the long-term future of the Office.
- C. Higher level chairmanship can eliminate much wasted time and the preparation of lengthy papers.

III. Examples of Items Considered

- A. Founding of the ICAP program
- B. Developed the "Career Continuity Record" form.
- C. Developed the "thumbnail" job description book.
- D. Developed plans for automation of ICAP information -proved unnecessary.

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- E. Utilization of women in (12 May 1971 meeting)
- F. In-service training course -- after cuts in T/O sufficient manpower could not be devoted to this effort.
 - 1. Considered course to be given during nonduty hours
 - 2. Acceptability marginal
- G. Other items discussed
 - 1. Image of the Office of Security
 - 2. Uniformity in Agency reports
 - 3. A forced rotation program
 - 4. OS "county fair"
 - 5. Article on the green berets for the Support Bulletin
 - 6. A lighter presentation of the Security regs.
 - 7. Security poster program.

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- H. Items Under Current Consideration
 - 1. Clerical ICAP program
 - 2. NOCAD security assistance overseas
 - 3. Two-week OJT details -- programs similar to reserve active duty training
 - 4. Area familiarization for overseas assignees through:
 - (a) Assist OSSD survey officer
 - (b) Assist Technical Services officers during inspections.
 - 5. Periodic exposure to PTOS quarterly reports received from overseas stations and bases.

IV. Modus Operandi

- A. Periodic meetings
- B. No minutes
- C. Maintain "open" atmosphere.
- V. Advisory Management Group
 - A. History
 - 1. Established II December 1969.
 - B. Membership

Two representatives from each of the OS Directorates. The individual is selected by the Directorate. He must have been in the OS for a period in excess of one year and must be in

grade GS-11 or below Approved For Release 2000/09/02 : CIA-RDP83B00823R000600260015-8 Approved For Release 2000/09/02 : CIA-RDP83B00823R000600260015-8

C. Customarily meet with the Long-Range Planning Group under identical M.O.

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LONG-RANGE PLANNING GROUP AND MANAGEMENT ADVISORY GROUP

18 January 1973

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- I. Status Items Under Consideration
 - A. Tutorial training in physical security.



- Enlargement of the two-week physical security training class offered each spring for Security Officers going overseas.
- B. Exposure of Individuals to Personnel Security Division Operations.
 - 1. Possibility of two-week tours for investigators.
 - a. Observe "green beret" types of problems.
 - b. Become cognizant of disposition of suitability information developed during investigations, particularly as used by the Applicant Review Panel.

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- c. High cost a problem.

 d. Upents Course Gering, 1873. PSD will be invited to speak

 Detail of Individual going arrange to the
- C. Detail of Individual going overseas to the Security Officer 25X1A of the Area Division Involved, if any.
 - 1. Under consideration.



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D. Area Familiarization by Overseas Assignee by Acting as Bag Man for a Tech Division Specialist. 25X1A

1. Being discussed at Tech Division Conference today.

- Periodic Exposure to PTOS Quarterly Reports Received
 - Training Branch will implement for those persons? selected for specific overseas assignments.
- F. ICAP Application to Clerical Positions.

From Overseas Stations and Bases.

- 1. Under consideration by the Chairman, Clerical Career Board
- 2. Under study by A&TS.
- G. NOCHD

 Interest By the IG Team.
- III. Report on Second Year Program in ICAP to be Distributed Around 10 April 1973.
- IV. New Items For Consideration.
- V. Next Meeting.